

JOB DESCRIPTION

TITLE OCCUPATIONAL THERAPIST

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education/ Experience	Bachelor's degree from an accredited education institution. Basic computer skills required (e.g. ability to use email).
Language Skills	Ability to read, analyze, and interpret common scientific and technical journals, financial reports, and legal documents. Ability to respond to common inquiries or complaints from customers, regulatory agencies, or members of the business community. Ability to effectively present information to top management, public groups, and school board.
Mathematical Skills	Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane geometry. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.
Certificate/License	Valid driver license (itinerant staff) and Certified Occupational Therapist certificate
Reasoning Ability	Ability to apply principles of logical or scientific thinking to a wide range of intellectual and practical problems. Ability to deal with nonverbal symbolism (formulas, scientific equations, graphs, musical notes, etc.) in its most difficult phases. Ability to deal with a variety of abstract and concrete variables.
Physical Demands	The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is required to sit, talk and hear; stand and walk; use hands to finger, handle, or feel; reach with hands and arms. The employee occasionally lifts and/or moves up to 25 pounds. Specific vision ability required by this job includes close vision, distance vision, and the ability to adjust focus. The employee shall remain free of any alcohol or non-prescribed controlled substance while on duty. In addition, the employee shall be free of any substance, prescribed or otherwise, that impairs the employee's work performance or the safety of others while on duty.

Work Environment The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate.

REPORTS TO Executive Director of Exceptional Student Education

GENERAL RESPONSIBILITIES

1. Provides therapeutic programs to all students who need a specialized occupational therapy program in order to enhance the student's education program.

SPECIFIC RESPONSIBILITIES

1. Collaborates as members of inter-disciplinary education teams in the identification of the student's abilities, limitations, and prognosis.
2. Performs evaluations pertinent to each student's disability area.
3. Plans occupational therapy treatment goals and programs.
4. Serves as consultant to teachers, school staff and parents regarding the program needs and progress of the students.
5. Promotes independence in Activities in Daily Living (ADL) skills (self-care, home management, leisure skills).
6. Increases functioning through the use of adaptive and assistive devices.
7. Decreases the effect of the disability upon the student's ability to function in the classroom.
8. Explores pre-vocational and vocational skills.
9. Recommends/fabricates/adapts equipment and assistive devices appropriate to the student's needs.
10. Maintains an inventory of equipment and assistive devices.
11. Provides consultation for classroom environmental adaptation to enhance the functioning of the students.
12. Provides consultation to teachers and staff regarding the influence of specific deficits on student behavior.
13. Provides home and school programs and trains parents, teachers and school staff in the implementation of these programs.

14. Prepares and implements Individual Educational Plans and evaluation reports.
15. Provides inservice and parent education activities.
16. Provides required documentation, encounter logs, and progress reports as necessary.
17. Functions as part of the problem-solving team(s) at assigned school(s) when appropriate.
18. Performs other duties as assigned.